



Meetings
9 March 1970

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Science & Technology
Deputy Director for Support
General Counsel
Inspector General

SUBJECT : Agenda for Deputies Meeting on Wednesday,
11 March 1970

At our meeting at 2:30 on Wednesday, 11 March, the following topics will be discussed:

2 points
a. Married Couples Employed in the Agency. A paper on this subject was distributed by the Executive Director at the Deputies Meeting on 25 February.

b. [redacted] A proposed Headquarters Notice and a proposed memorandum from the Executive Director to D/PPB were forwarded to each of you on 2 March.

c. [redacted] [redacted]
we have comments [redacted] 25X1
L. K. White

cc: Director of Personnel

d. Risk of capture training

STATINTL

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MEMORANDUM FOR: Director of Personnel

SUBJECT : Married Couples

1. For some time now we have been trying to establish reasonable policy guidance governing the employment of married couples. As stated in paragraph 2 below, I believe we have now arrived at meaningful guidelines which will assist us in the future. However, there is no substitute for good judgment in applying this policy, and we do not wish to unnecessarily create or aggravate a problem. The policy enunciated in paragraph 2 below will govern our handling of this matter in the future and wherever feasible will be used to adjust the current assignment of married couples.

2. Policy Governing the Employment of Married Couples

a. The spouse of a supergrade will not be offered employment by the Agency.

b. Employed husbands and wives will not, as a matter of policy, work in the same Directorate. This policy will be applied with due consideration to the fact that there are a number of married couples presently working in the same Directorate.

Where feasible, change in work location for one of the two employees will occur with due consideration for job requirements and the qualifications of the individuals concerned. When two employees already on duty marry, one will be transferred to another Directorate if a suitable assignment can be found.

c. When both husband and wife are professional employees and one is reassigned to another work location and refuses the assignment because it is in conflict with the employment of the spouse, the Director or Personnel will determine which of the two careers is dominant. The Director of Personnel will support the assignment of the dominant employee and take whatever measures are necessary to resolve the employment status of the spouse. If the dominant member is being reassigned, the spouse may (1) remain in place, (2) be reassigned to the new location in a staff or contract capacity as appropriate, or (3) resign to accompany the dominant member. Refusal of the non-dominant member to accept an assignment solely on the basis of conflict with the employment of the spouse will not be considered acceptable.

*11/11/84 P. 11/17/84
deleted*

*should add
in consultation
with Deputy
Director (S)
Concurrence*

d. Working spouses are entitled to all the benefits related to their employment status.

e. The determination of employment of a spouse at an overseas station is the responsibility of the cognizant Deputy Director. As appropriate, this determination will be coordinated with the Deputy Director for Plans.

f. There are no restrictions on the employment of children of Agency employees, but children should not be employed in the same Office, or Division of the Clandestine Service, as the parent.

3. It is understood that the above policy guidance will not be announced by Notice or other general media. It is further understood that there may be situations where your judgment and discretion may dictate exceptions to these general provisions.

L. K. White
Executive Director-Comptroller

S-E-C-R-E-T

COMMENTS

The following statements are the highlights and variances of the "Married Couples Employed in the Agency" report as of 31 October 1969.

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- 25X1
1. During the past twelve months the number of married couples increased [] Each Marital Code group decreased except for code one, Husband and Wife employees at time of marriage, which increased [] (Tab A)
 2. The Clandestine Service has the highest number of GS-14 male Employees with wives working in the Agency. They also have the highest percentage of wives working in the same directorate, [] (Tab D)
 3. The majority [] of the married couples are both below GS-12. Of those couples where the male is a GS-12 or above, [] of the males EOD prior to the wife's EOD. This is against a comparative figure [] for those couples where the male is less than a GS-12. (Tab F)
 4. The Deputy Directorate for Support has the highest number of male Staff Employees with Staff Employee wives, [] The Directorate for Intelligence has the highest percentage of both spouses working in the same directorate, [] (Tab H)
 5. It should be noted that this report contains only Staff Employees married to other Staff Employees and does not count any couples if either partner is a Staff Agent or Contractual Employee.

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[] wives in SDS
" " other
25X1

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Number of male employees in DD/S whose wives also work in DD/S ^{CURRENTLY}
(ANALYZING)

Number of male employees in DD/S whose wives work in other Directorates

Number of female employees in DD/S whose husbands work in other Directorates

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OGC Draft SEPARATION OF SURPLUS PERSONNEL

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SEPARATION OF SURPLUS PERSONNEL. The procedures by which an Agency employee may be declared excess to the manpower requirements of his component, declared surplus to the Agency and his employment thereafter terminated are set forth in this paragraph.

- a. **AUTHORITY.** The National Security Act of 1947, as amended, specifically charges the Director of Central Intelligence with the protection of intelligence sources and methods. To this end, section 6 of the Central Intelligence Agency Act of 1949, as amended, provides that the Agency shall be exempted from the provisions of any law which requires the publication or disclosure of names, official titles, salaries, or numbers of personnel employed by the Agency. Accordingly, the Director of Central Intelligence has determined that the termination of employees declared surplus pursuant to this paragraph will be effected pursuant to the authority granted him in section 102(c) of the National Security Act of 1947, as amended, which provides that notwithstanding the provisions of section 6 of the Act of

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August 24, 1912 (37 Stat. 555; 5 U.S.C. 652), or the provisions of any other law, the Director of Central Intelligence may, in his discretion, terminate the employment of any officer or employee of the Agency whenever he shall deem such termination necessary or advisable in the interests of the United States. Therefore, the procedures governing such terminations shall be those set forth below exclusively, and no employee shall be entitled to consideration under procedures set forth in any other law or regulation, including the Veterans' Preference Act of 1944 (5 U.S.C. 851), as amended, or the United States Civil Service Commission regulations promulgated thereunder. Such termination shall not affect the right of the employee to seek or accept employment in any other department or agency of the Government if declared eligible for such employment by the United States Civil Service Commission.

b. POLICY AND ADMINISTRATION

- (1) When a Deputy Director or Head of an Independent Office determines that an employee is excess to the manpower requirements of his component, he will so declare him excess and notify the employee in writing of such action. In making this determination he shall take into consideration the

current and anticipated manpower requirements of that component as well as the employee's performance, nature of service, qualifications, and grade.

- (2) The Deputy Director or Head of an Independent Office shall forward any declaration made pursuant to subparagraph b(1), above, to the Director of Personnel who shall inform the employee in writing of his right to submit within 10 days a request to be heard orally by an appropriate officer of the Office of Personnel or to state in writing to the Director of Personnel why he should not be declared excess to his component or to provide any other information he deems relevant. After appropriate review and taking into consideration any statements or any information provided by the employee, the Director of Personnel may request reconsideration by the Deputy Director or Head of an Independent Office of the declaration ³⁵ of excess of such employee.
- (3) The Director of Personnel shall review the qualifications and background of any employee declared excess to the manpower requirements of his component with a view

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toward placing him elsewhere in the Agency at the same or different grade. As part of this review process, the employee shall be interviewed by an appropriate officer of the Office of Personnel.

- ^{If}
(4) When the Director of Personnel is unable to assign elsewhere in the Agency an employee who has been declared excess to the manpower requirements of his component, he shall recommend to the Director of Central Intelligence that he declare the employee surplus to the Agency; terminate the employee's employment, utilizing his authority under section 102(c) of the National Security Act of 1947, as amended; and establish the effective date of such termination. The Director of Personnel shall notify the employee in writing of this action and of his right to present through the Director of Personnel to the Director of Central Intelligence within 10 days any information in writing concerning why his employment should not be terminated and any other information he deems relevant.

- (5) Upon receipt of ^a recommendations by the Director of Personnel to declare an employee surplus to the Agency, to terminate his employment, and to establish the

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effective date of such termination, the Director of Central Intelligence will take one or more of the following actions:

(a) Refer the recommendations to the Inspector General, who shall consider them and forward his own recommendation to the Director of Central Intelligence.

(b) Declare the employee surplus to the Agency, terminate his employment pursuant to section 102(c) of the National Security Act of 1947, as amended, and establish the effective date of such termination. Such effective date shall be not less than 30 days after the Director of Central Intelligence has taken action to terminate his employment.

(c) Disapprove or modify the recommendations of the Director of Personnel.

(6) The Director of Personnel shall notify the employee in writing of the decision of the Director of Central Intelligence.

(7) The provisions of this paragraph do not limit in any way the authority of the Director of Central Intelligence under section 102(c) of the National Security Act of 1947,

as amended, and as implemented

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Further, this paragraph shall not affect the

^{of the DCI}
~~Agency's~~ responsibility and authority to remove,

demote, or reassign any employee whose conduct

or performance warrants such action.

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NOTE FOR: Mr. Bannerman via Mr. Coffey

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STAT The attached draft [] has the concurrence of OGC, IG, Director of Personnel, and A-DD/S. [] told me that he has sent a copy of it to Colonel White and expects that it will be on the agenda for the Deputies' Meeting of 11 March. After the meeting where Colonel White will hopefully get the Deputies' concurrence in substance, he will send it to the Regulations Control Branch for a "5-day" coordination and to DD/S for authentication.

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After the Deputies' Meeting, I would like this draft returned to me at which time I will notify [] of Mr. Coffey's suggestions as noted on this draft. If, however, this regulation is not discussed at the 11 March Meeting, I will prepare a new draft with the changes made for submission to Colonel White.


WEB

WFB. —

Not sure where
we are on this
but I believe a
few "nits" are in
order — plz
see my pencilled
notes in right
hand margin &
if you agree, put them
to Harry or Jim Warner
over

Pls find out when
this to be finalized
& how

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DRAFT

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- a. AUTHORITY. The National Security Act of 1947, as amended, specifically charges the Director of Central Intelligence with the protection of intelligence sources and methods. To this end, section 6 of the Central Intelligence Agency Act of 1949, as amended, provides that the Agency shall be exempted from the provisions of any law which requires the publication or disclosure of names, official titles, salaries, or numbers of personnel employed by the Agency. Accordingly, the Director of Central Intelligence has determined that the termination of employees declared surplus pursuant to this paragraph will be effected pursuant to the authority granted him in section 102(c) of the National Security Act of 1947, as amended, which provides that notwithstanding the provisions of section 6 of the Act of

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August 24, 1912 (37 Stat. 555; 5 U.S.C. 652), or the provisions of any other law, the Director of Central Intelligence may, in his discretion, terminate the employment of any officer or employee of the Agency whenever he shall deem such termination necessary or advisable in the interests of the United States.

Therefore, the procedures governing such terminations shall be those set forth below exclusively, and no employee shall be entitled to consideration under procedures set forth in any other law or regulation, including the Veterans' Preference Act of 1944 (5 U.S.C. 851), as amended, or the United States Civil Service Commission regulations promulgated thereunder. Such termination shall not affect the right of the employee to seek or accept employment in any other department or agency of the Government if declared eligible for such employment by the United States Civil Service Commission.

b. POLICY AND ADMINISTRATION

- (1) When a Deputy Director or Head of an Independent Office determines that an employee is excess to the manpower requirements of his component, he will so declare him excess and notify the employee in writing of such action. - In making this determination he shall take into consideration the

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current and anticipated manpower requirements of that component as well as the employee's performance, nature of service, qualifications, and grade.

- (2) The Deputy Director or Head of an Independent Office shall forward any declaration made pursuant to subparagraph b(1), above, to the Director of Personnel who shall inform the employee in writing of his right to submit within 10 days a request to be heard orally by an appropriate officer of the Office of Personnel or to state in writing to the Director of Personnel why he should not be declared excess to his component or to provide any other information he deems relevant.

new { After appropriate review and taking into consideration any statements or any information provided by the employee, the Director of Personnel may request reconsideration by the Deputy Director or Head of an Independent Office of the declaration of excess of such employee. *GA*

- (3) The Director of Personnel shall review the qualifications and background of any employee declared excess to the manpower requirements of his component with a view

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toward placing him elsewhere in the Agency at the same or different grade. As part of this review process, the employee shall be interviewed by an appropriate officer of the Office of Personnel.

- (4) When the Director of Personnel is unable to assign elsewhere in the Agency an employee who has been declared excess to the manpower requirements of his component, he shall recommend to the Director of Central Intelligence that he declare the employee surplus to the Agency; terminate the employee's employment, utilizing his authority under section 102(c) of the National Security Act of 1947, as amended; and establish the effective date of such termination. The Director of Personnel shall notify the employee in writing of this action and of his right to present through the Director of Personnel to the Director of Central Intelligence within 10 days any information in writing concerning why his employment should not be terminated and any other information he deems relevant.

- (5) Upon receipt of ^a recommendations by the Director of Personnel to declare an employee surplus to the Agency, to terminate his employment, and to establish the

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effective date of such termination, the Director of Central Intelligence will take one or more of the following actions:

- (a) Refer the recommendations^① to the Inspector General, who shall consider them and forward his own recommendation to the Director of Central Intelligence. *Inspector*
- (b) Declare the employee surplus to the Agency, terminate his employment pursuant to section 102(c) of the National Security Act of 1947, as amended, and establish the effective date of such termination. Such effective date shall be not less than 30 days after the Director of Central Intelligence has taken action to terminate his employment.
- (c) Disapprove or modify the recommendations^② of the Director of Personnel. *Director*
- (6) The Director of Personnel shall notify the employee in writing of the decision of the Director of Central Intelligence.
- (7) The provisions of this paragraph do not limit in any way the authority of the Director of Central Intelligence under section 102(c) of the National Security Act of 1947,

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as amended, and as implemented by

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or performance warrants such action.

*shouldn't this
be
"Director's"*

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